

Oklahoma State Department of Education

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County

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District

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Site

County Name

District Name

School Site Name

2015-2016 APPLICATION FOR ACCREDITATION: CHARTER SCHOOL

The Accreditation Application opens for data entry on **October 1st** on Single Sign On. Submit and superintendent certify the Accreditation Application by **October 15th** on Single Sign On. When October 1st or 15th fall on a Saturday, Sunday, or holiday, the next business day will be the deadline. Complete and keep a copy of this paper application on file in the superintendent's office in the local district.

Failure to submit and certify the Accreditation Application on time may result in a deficiency.

CERTIFICATE OF ACCURACY

I hereby certify that the information contained in the following report is complete and correct.

Superintendent (Please sign here)

Street address _____

Mailing address _____

City, State, Zip _____

Phone (Include area code) _____

Contact Person _____

Is this school located within the city limits of the city entered above? _____ YES _____ NO

1. SCHOOL CALENDAR

- a. School Days Taught _____ Professional Days _____ Total Days in Session _____
- b. Our site reports by: Traditional Days Calendar (180 days) Hours Calendar (1,080 hours)
- c. First day classes met (Month/Day/Year) _____
- d. Last day classes will meet (Month/Day/Year) _____
- e. Date first quarter ends (Month/Day/Year) _____
- f. Date spring break begins (Month/Day/Year) if applicable _____
If not applicable, please describe _____
- g. Does your site have a four day week? _____ Yes _____ No _____
- h. Scheduled parent/teacher conferences:
Date: _____ Date: _____
Time: _____ Time: _____
- i. **INTERACTIVE CALENDAR:** List all dates when classes will be dismissed for functions and holidays.
- j. **CALENDAR DESCRIPTION.** (Do not include Summer School.)
Traditional
Year-round (July to June)

2. SCHOOL DAY

- a. Length of school day in minutes (i.e.,360 do not include breakfast and or lunch period if included in the instructional day). _____
- b. Number of minutes for breakfast and or lunch _____
- c. Time first class period starts _____
- d. Time last class period of the day ends _____
- e. Are all students in Grades 9 through 12 enrolled in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes. (Do not include alternative education students.) _____ Yes _____ No _____
- f. Number of minutes per week Physical Education is provided for Kindergarten through 5th grade: (Do not include recess) _____

3. DAILY SCHEDULE:

- a. Number of minutes for recess? _____ A.M. _____ P.M. _____ N/A _____
- b. Total number of hours in the school day (excluding breakfast and or lunch time): _____ HRS _____

4. ATHLETICS

- a. When are competitive athletic classes offered?
 During the school day
 After the school day
 Nonapplicable
- b. List competitive athletic classes offered: (example: Football, Basketball, Track)

- c. List coaches and the sports they coach at your site.

5. MISCELLANEOUS

- a. List long-term special education substitutes at this school site.

6. LIBRARY MEDIA

- a. Is there a central library at this school site? _____ Yes _____ No _____
If no, where is the library located? _____
- b. Does this library serve more than one site? _____ Yes _____ No _____
If yes, list other locations. _____
- c. Name of person serving as Library Media Specialist/Librarian. _____
- d. Name of library assistant. _____
- e. Library Media Specialist/Librarian is:
 _____ certified Library Media Specialist _____ exempt from certification/Statutory Waiver
 _____ not certified _____ other _____
- f. Library is staffed in the following way:
 _____ a half-time certified librarian _____ one-fifth time certified librarian with a full-time library assistant
 _____ one full-time certified librarian _____ a half-time librarian with a full-time library assistant
 _____ two full-time certified librarians _____ one full-time librarian and a half-time library assistant
 _____ vacant _____ one full-time librarian and one full-time library assistant
 _____ other _____
- g. Is the library accessible to students and staffed during the entire school day? _____ Yes _____ No _____
- h. EXCLUDING federal funds, give the amount of LOCAL FUNDS spent during the previous school year for books, software, periodicals (not hardware or supplies) at this site. _____ \$ _____
- i. Total number of students enrolled **on-site** as reported on previous Application for Accreditation (number used to calculate required library expenditures). _____

7. ONLINE/VIRTUAL INSTRUCTION

- a. Does this site have students enrolled in classes where the instruction is primarily delivered online or virtually? _____ Yes _____ No _____
- b. List all online/virtual classes for this school site.

8. CPR PROVIDER

- What contracted organization provides CPR training? _____ American Red Cross
 American Heart Association Emergency Medical System County Health Department
 Local Fire Department List Other provider: _____

9. CHILDCARE

- a. Is childcare provided at this school site for children of your enrolled students? _____ Yes _____ No _____

10. PROGRAMS OF STUDIES OFFERED

- | | | |
|-----------------------------------|-------------------------------|------------------------------------|
| _____ a. Language Arts | _____ b. Reading | _____ c. Writing |
| _____ d. Mathematics | _____ e. Science | _____ f. Social Studies |
| _____ g. Visual Arts | _____ h. General Music | _____ i. Native American Languages |
| _____ j. Foreign Languages | _____ k. Health-Safety | _____ l. Physical Education |
| _____ m. Instructional Technology | _____ n. Informational Skills | _____ o. American Sign Language |

If this is not applicable for this site check here.

11. COLLEGE PREPARATORY/CORE CURRICULUM.

- a. Number of the current year 9th grade students enrolled in the college preparatory/work ready curriculum. _____
- b. Number of the current year 9th grade students enrolled in the core curriculum _____
 a.+ b. = total number of 9th graders enrolled for the this school year _____
 (This number should equal the number of 9th graders on the grade grid.)

12. HIGH SCHOOL UNITS OF CREDIT (if applicable)

- a. Number of carryover units offered on alternate year basis (if needed for 38 unit requirement) _____ (Limited to 4 units)
- b. How many Advanced Placement courses are being offered? _____
- c. How many Advanced Placement courses are being taught? _____
- d. How many students are concurrently enrolled during the first semester? _____

13. GRADUATION REQUIREMENTS

Enter the number of high school units or competencies required by your district for graduation:

(Units and Competencies are equal in the law.)

- a. English/Language Arts _____
- b. Mathematics _____
- c. Social Studies _____
- d. Science _____
- e. Foreign Language _____
- f. The Arts _____
- g. Number of electives _____
- h. **Total units required by your site for graduation (a through g = h)** _____

14. HIGH SCHOOL CREDIT FOR 7TH AND 8TH GRADE STUDENTS

- a. Are any 7th or 8th grade students enrolled in classes for high school credit? _____ Yes _____ No _____
(If you answered "NO" above, check "NO" to the following questions.)
- b. At which site?
 - at the Elementary _____ Yes _____ No _____
 - at the High School (or other site) _____ Yes _____ No _____
- c. List the high school courses in which students are enrolled for this school site.

15. TECHNOLOGY CENTERS

Please provide the name and appropriate county-district site code for your participating technology center:

- a. Name: _____ County-District-Site Code: _____
- b. If your students attend a Career Technology Center that IS NOT IN Oklahoma, enter the name here: _____
- c. List the Career Tech courses in which students are enrolled for this school site.

Paraprofessional Report

Questions regarding the Paraprofessional Report should be directed to Title I at (405) 521-2846.

Paraprofessional Definition

A paraprofessional is an individual with instructional duties. Individuals who work solely in non-instructional roles, such as food service, cafeteria or playground supervision, personal care services, and non-instructional computer assistance are not considered to be paraprofessionals for Title I programs.

1. Select the Title I information that describes your school site.

Schoolwide _____ Targeted Assistance _____ Not a Title I School _____

Complete the rest of this form only if your school site receives Title I, Part A funds.

2. How many Title I, Part A paraprofessionals are currently employed at this school site? _____
3. How many Title I, Part A paraprofessionals are involved in instruction of students? (Note: Only paraprofessionals directly involved in student instruction must meet the Title I, Part A paraprofessional quality requirement. See definition above.) _____
4. How many of these paraprofessionals who are involved in the instruction of students meet the Title I, Part A paraprofessional quality requirement (two years of college [48 hours], Associate's Degree, passed the Oklahoma General Education Test or Para Pro Assessment available from the Educational Testing Service, or a local school district academic assessment approved by the Oklahoma State Board of Education)? _____

Migrant Student Program

If a school site serves migrant students please report the following:

1. How many of the paraprofessionals are involved in the instruction of migrant students? _____
2. How many of these paraprofessionals involved in the instruction of migrant students have already met the "highly qualified" requirement? _____

Counseling Services Report

Questions regarding the Counseling Services Report should be directed to Counseling at (405) 521-3549.

1. Are guidance and counseling services provided by a certified school counselor employed at this school site? Yes ____ No ____

1a. Are guidance services provided by a person specially trained in the area of guidance? Yes ____ No ____

1b. If guidance services provided by another provider or facility, please specify. (List the name, address and certification of the provider):

2. Total number of students enrolled at this school site as of **October 1st**:

3a. List only the names of certified school counselors employed at this site:	3b. Teacher number:	3c. Number of clock hours per day as counselor at this site: OR Time assigned to this site: (For example: 5 hours per week)	3d. Number of students the counselor is responsible for serving at this site:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Identify the duties and responsibilities of all counselors (check all that apply):

- | | |
|--------------------------------------|---|
| a. ____ Individual/group counseling | f. ____ Serve on duty schedule |
| b. ____ Academic and career guidance | g. ____ Substitute for teachers |
| c. ____ Consult with parents/staff | h. ____ Coordinate special education |
| d. ____ Plan/coordinate guidance | i. ____ Student discipline duties |
| e. ____ Facilitate referrals | j. ____ Work on master schedule |
| | k. ____ Coordinate/administer student tests |



Early Childhood Report

Questions regarding the Early Childhood Report should be directed Early Childhood at (405) 521-3346.

A. Pre-Kindergarten/Four-Year-Old Children

1. Do you provide a public school Pre-Kindergarten program for four-year-olds? Yes No
2. If yes, is the Pre-Kindergarten program offered through collaboration with a public or private provider? (*A Pre-Kindergarten collaboration is defined as a mutual arrangement between a public school and a private or public provider to offer the public school four-year-old program which includes the employment of a bachelor degreed, early childhood certified teacher, and the implementation of the public school curriculum as well as compliance with public school rules and regulations for four-year-olds.*)
 Yes, we offer a Pre-Kindergarten program through a collaboration agreement only.
 Yes, we offer both the regular public school Pre-Kindergarten program and a collaboration program.
 No, we offer only the public school Pre-Kindergarten program.

Questions 3 through 8 refer to collaboration programs. If your district does not have a collaboration agreement, skip to question 9.

3. If you have a collaboration agreement with a public or private provider for the Pre-Kindergarten program, is the collaboration teacher(s) listed on your school personnel record? Yes No
4. If the teacher(s) is not listed on the school personnel record, is the collaboration teacher(s) paid the salary and benefits appropriate for their years of experience as identified on the current state minimum teacher salary schedule? Yes No
5. If the teacher(s) is not listed on the school personnel record, please list their names and certificate numbers below (attach additional sheets if needed):

Teacher Name	Certificate Number
_____	_____
_____	_____
_____	_____

6. If you have a collaboration program, are any of the four-year-olds in your collaboration out-of-district transfers? Yes No
7. If yes, do you have proper documentation of legal transfers for all out-of-district transfer students? Yes No
8. If you are collaborating with another entity to offer your Pre-Kindergarten Program, please identify with whom you are collaborating:

Childcare Church Head Start Private School
 Other (Specify) _____

9. How many of your Pre-Kindergarten students counted for state aid purposes attend class in each of these settings?
 Public school facilities (includes Head Start programs located on the public school campus)
 Head Start facilities (off public school campus only)
 Childcare facilities
 Church facilities
 Private school facilities
 Other (specify) _____
 TOTAL number of students attending the four-year-old program*

***(Please ensure the total number of students listed is equal to the total number of Pre-Kindergarten students reported on the grade grid of the Accreditation Report.)**

10. Is your school site able to serve all eligible four-year-old children who request enrollment in the program? Yes No
11. If you have a waiting list, how many four-year-old children are on your waiting list? _____

B. Three-Year-Old Children

1. Does your school site provide an instructional classroom program that is available to all three-year-old children? Yes No
2. What is your total enrollment of three-year-old children? 1/2 Day _____ Full Day _____
3. How many of these children are on an Individual Education Program (IEP)? 1/2 Day _____ Full Day _____
4. How many are not on an Individual Education Program (IEP)? 1/2 Day _____ Full Day _____
5. If your school site provides a classroom program for all three-year-old children, how is it funded?
 Title I funds District funds Tuition charged to parents
 Special Education (619 funds) Head Start Collaboration
 Other (specify) _____